

ROUTING AND TRANSMITTAL SLIP

Date

11/5/85

TO: (Name, office symbol, room number,
bui

Initials

Date

1.

2.

3.

4.

5.

Action

File

Note and Return

Approval

For Clearance

Per Conversation

As Requested

For Correction

Prepare Reply

Circulate

For Your Information

See Me

Comment

Investigate

Signature

Coordination

Justify

REMARKS

Here are the ACME Briefing
Notes for inclusion in the REDSC
minutes.

DO NOT use this form as a RECORD of approvals, concurrences, disposals,
clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

08/75

OPTIONAL FORM
Prescribed by GSA
FPMR (41 CFR) 101-11.206